

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES
EMPLOYMENT OPPORTUNITIES**

This Agency is charged with ensuring proper MEDICAID services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

CARE COORDINATOR FOR ACUTE AND LONG-TERM CARE SERVICES

Health Care Compliance Specialist II

2 Hourly Positions: #W0243, W0244

Pay Band 5, Level I Hiring Range: \$18.93 - \$32.52 per hour

Closing Date: August 6, 2007

Health Care Services Division. HOURLY POSITIONS - NO STATE BENEFITS - Limited to 1,500 hours per year, typically 30 hours per week. Challenging opportunity to participate in the implementation of the Acute and Long-Term Care program a cutting edge effort to integrate Medicaid managed care and long-term care services within the Commonwealth Virginia. These positions provide coordination for the Acute and Long-Term Care program between providers, recipients, health plans, and various programs within Virginia Medicaid. Requires knowledge of Medicaid, managed care and long term care programs, and care management practices. Must be proficient using personal computer software for word processing, mail merge, and database management. Requires ability to apply and interpret regulations, policy and procedures; independently analyze issues and reach logical conclusions. Requires strong interpersonal skills and excellent written and verbal communication skills. High school graduate with some college coursework in business administration or health administration preferred.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing date referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web sites for vacancy listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

EEO/AA/ADA